

VERIFICATION OF MILITARY STATUS

In order to determine whether a party is in the military, either side may apply for information, and the Department of Defense (DOD) must issue a statement as to military service. 50 U.S.C. App. § 582. The office in DOD to contact for information under the Servicemembers Civil Relief Act of 2003 (SCRA) on whether a person is in the armed forces is:

Defense Manpower Data Center (DMDC)
1600 Wilson Boulevard, Suite 400
Attn: Military Verification
Arlington, VA 22209-2593
[Telephone 703-696-6762 or 6790/FAX 703-696-4156]

Recently, the DMDC has developed a web site to help customers to perform the checks themselves as to whether a party to a lawsuit is in the armed forces. This site is available on a 24-hour basis to accepted customers, who will obtain written documentation containing the Department of Defense seal and the signature of the DMDC Director on the written documentation verifying military service. To provide customer access to the web site, an applicant needs to identify all employees who will be doing these checks and complete the attached form by typing all of the required information for each person performing a search. DMDC also needs a cover letter on firm or agency letterhead to accompany the form, which also states that the requesting entity and employees will not be using the information for any other reason than SCRA searches.

DMDC MILITARY VERIFICATION WEB APPLICATION
Mail or FAX this Application and Request Letter on Company Letterhead* to:

Department of Defense
 Manpower Data Center (DMDC)
 Military Verification Service
 1600 Wilson Boulevard, Suite 400
 Arlington, VA 22209-2593
 Telephone 703-696-5790
 Fax: 703-696-4156
 Email Helpdesk: sscra.helpdesk@osd.pentagon.mil

Company Name: _____

Address: _____

Telephone: _____

FAX: _____

Person/Persons Requesting Accounts

Last Name	First Name	Middle Initial	Email Address	Telephone Number	Mother's Maiden Name

***NOTE:** This form must be accompanied by a letter of request, ON COMPANY LETTERHEAD, that also states that your company and the individuals with accounts will not use this information for any other reason that SCRA searches.